

Franklin Public Library Board of Trustees Minutes
June 25, 2007

The regularly scheduled meeting of the Franklin Public Library Board of Trustees was held June 25, 2007 in the Sievert Room 9151 W. Loomis Rd. Franklin, WI 53132. The meeting was called to order at 6:01pm by President Don York.

Present: Jackie Ignatowski, Don York, Karen Wesener, Dennis McKnight, Judy Roberts, Alderman Tim Solomon, and Library Director Barbara Roark. **Absent:** S. Wass, P. Dallmann, and Ed Devinger (all excused)

Public Participation and Visitors: None

Minutes: J. Ignatowski made a motion to approve the minutes of May 29, 2007 J. Roberts seconded. The motion carried.

Circulation Report and Internet Usage: B. Roark reported we are slightly ahead of last year. Internet usage is still up.

Finance Committee: J. Ignatowski moved to approve vouchers in the amount of \$10,314.19. D. McKnight seconded. The motion carried.

Personnel Committee: No report, but the Outline for Director's Annual Report was distributed. B. Roark was asked to refer it to Dana Zahn in Human Resources to review.

Buildings and Grounds: D. McKnight no report

Foundation Report: D. McKnight reported that the Foundation will meet in July.

President's Report: D. York reported that the Mayor has appointed Bonnie Martins as our new board member. She will replace S. Wass and her term will be effective July 1, 2007.

Director's Report: B. Roark presented her monthly activity report. She said that she and staff interviewed candidates for the Youth Reference Position, with no luck. There were two strong candidates but one withdrew from consideration and the other made more money than Franklin Public Library was currently offering. We received a bust of Benjamin Franklin from Lincoln State Bank. It currently is on display in the fireplace area. The stand it is on will be refinished in a cherry stain. There has been an age discrimination suit filed by a former employee and the City of Franklin is working on it with staff. Summer Reading has been going very well. The programs on Wednesday have been averaging 200 people in the morning and 100 people in the afternoon. She said both staff and volunteers enjoyed the Volunteer Breakfast and are very appreciative of the board's sponsorship of the breakfast. She was very thrilled to be invited to the Public Policy Forum Breakfast and see Jack Bennett receive the Norman Gill Award. She said Debbie Olguin has planned for children to march in the Civic Celebrations parade. She also said there will be no summer reading programs the week of

New Business:

Closing for Civic Celebrations: D. McKnight moved to have the library close at 4:00pm on July 3rd for Civic Celebrations. (The library is already closed July 4th.) J. Ignatowski seconded. The motion carried.

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MCFLS Contract 2008-2011: Discussion was held about the contract and it was decided that B.Roark, D. McKnight and T. Solomon would schedule a conference call with Jim Gingery the MCFLS Director to answer our questions.

RFID Identification-Notification for Patrons: It was suggested that the library post signs and put notices at the checkout desk and on the self check receipts similar language: The library is NOT RESPONSIBLE for damage to equipment from the use of media material. Examine item carefully and read all directions before using. It was also suggested that as people get or renew their library cards that they sign they have read about the RFID.

FREE FEE CARD for part time residents: Wording was distributed that said:

A **FREE fee** card will be issued for a term of 6 months for those who reside part of the year in the City of Franklin and pay property taxes to the City of Franklin but then reside elsewhere the other part of the year. This card can only be used at the Franklin Public Library. Before a **FREE fee** card can be issued, patron must show proof of residency, examples: mail addressed to the Franklin address within the last 30 days, payment of City of Franklin property tax and a photo id (driver's license or passport, or other state issued id). A new card will NOT be issued each year. Patrons should keep their original card and it will be renewed with proof of residency each year. **This does not apply to people that own rental property in the City of Franklin but physically reside elsewhere.** D. York motioned that we accept this wording but also include "pay property taxes to the City of Franklin. D. McKnight seconded. The motion carried.

Youth Reference Librarian Job Description: 20 applied for the position, 15 were qualified by the Human Resources Department and 4 were interviewed. As stated above, one candidate withdrew from consideration and the other already made more money than we could offer. Because of the wording in our job description it was suggested that we add the word "preferred" to the list of minimum qualifications. This would then let us look at recent graduates. Motion to add the word "preferred" to the job description was made by J. Ignatowski and seconded by D. McKnight. The motion carried.

Thank you for Volunteer Breakfast: A note from Helen Hachmeister (one of our volunteers) was read thanking the board for the breakfast and gift card.

Next Meeting Date: MONDAY, JULY 30, 2007

Adjournment: J. Roberts moved to adjourn. D. McKnight seconded. The motion carried and the meeting adjourned at 7:05pm.